

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE LIBRARY COMMISSION**

**1. CALL TO ORDER**

The Torrance Library Commission convened in a regular session at 7:00 p.m. on Monday, February 14, 2011 at the North Torrance Library.

**2. ROLL CALL**

Present: Commissioners Perkins, Ravine, Ross, Sargent,  
Wasserman, Wengrow, and Chairperson Stapleton.

Absent: None.

Also Present: Acting City Librarian Theyer,  
Senior Librarian Frame, and  
Youth Services Librarian Higley.

**3. FLAG SALUTE**

Commissioner Ravine led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Ross moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Ravine seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5a. MINUTES OF JANUARY 10, 2011 LIBRARY COMMISSION MEETING**

**MOTION:** Commissioner Sargent moved for the approval of the January 10, 2011 meeting minutes as presented. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval.

**6. NEW BUSINESS**

**6a. INTRODUCTION OF NEW COMMISSIONERS**

The Commission welcomed new Commissioners Perkins and Wengrow and Commissioners and staff members took turns introducing themselves.

**6b. FRIENDS OF THE TORRANCE LIBRARY UPDATE**

Friends Secretary Covey announced that Friends made approximately \$5,000 from the January 22, 2011 paperback book sale but did not meet their goal of \$6,000 to \$7,000. She reported that Internet book sales totaled \$4,200 in January 2011 and announced the next Board meeting on February 16, 2011.

Chairperson Stapleton raised the possibility of putting up signage or banners to advertise Friends book sales and Acting City Librarian Theyer offered to look into the suggestion.

**6c. YOUTH COUNCIL UPDATE**

Taken out of order following Item 6d.

**6d. NORTH TORRANCE LIBRARY REPORT**

Senior Librarian Frame welcomed Commissioners and provided an update of branch activities since the Commission's last visit. He reported that staff and public are overjoyed with the branch remodel and called attention to the new carpeting, energy-efficient lighting, furniture, circulation desk, and power outlets. He pointed out the mobile homework center donated by ExxonMobil that is set up from 3:00 to 6:00 p.m. as well as their donation of science and technology related DVDs and books. He noted that the large collection of science project and "how to" books are heavily used.

He stated that North Torrance Library is one of the busiest branches and that patrons are taking advantage of the wireless access. He stated that this year they have added 107 DVDs and 280 music CDs, all from donations. He discussed the approved plans to enclose the 400 square foot patio later this year to create a lounge/reading area as well as the ADA remodel to retrofit restrooms that will be constructed at the same time as the patio remodel.

Youth Services Librarian Higley discussed the branch's story times on Monday evenings and Tuesday mornings and the monthly after school program Wacky Wednesday that features a performer or story and craft. She shared information about North High School volunteers who help students after school with their homework assignments.

Responding to Commissioner Ross' inquiry, she stated that youth services covers newborns through high school ages.

In response to Commissioner Wengrow's inquiry, Youth Services Librarian Higley described class visits from Carr, Lincoln, and Arlington schools as well as Playhouse and Lollipop Preschools.

**6c. YOUTH COUNCIL UPDATE**

The Commission welcomed Torrance Youth Council member Brendon Villalobos from Bishop Montgomery High School. He discussed the recent Youth Forum and Variety Talent Show and announced upcoming events that include an ASB Bowl mixer on March 22, 2011 and Beat the Odds scholarship program.

**6e. LIBRARY LEGISLATIVE DAY – MARCH 30, 2011**

Acting City Librarian Theyer described the annual event in the City of Sacramento on March 30, 2011 and advised that the Commission generally sends the Chairperson or designee to the event, adding that staff members typically do not go.

Chairperson Stapleton stated that she would be unable to attend; Commissioner Wasserman indicated that he may be able to participate.

Commissioner Sargent stated that she thought it was important to have a Commissioner attend.

Commissioner Ross questioned spending the funds for visits that may not do any good.

Commissioner Ravine stated that a write-in campaign may be more effective and economical.

Commissioner Wengow offered her opinion that nothing is more effective than personal contact and Commissioner Wasserman concurred that there is value in attending but that it is important to maximize opportunities for effectiveness.

**MOTION:** Commissioner Sargent moved for the Commission budget to cover airfare and hotel for one representative from the Commission to attend Library Legislative Day on March 30, 2011 in the City of Sacramento. Commissioner Perkins seconded the motion; a voice vote reflected approval (Commissioner Ross dissenting).

**6f. DAY IN THE DISTRICT REPORT**

Acting City Librarian Theyer reported that Assemblywoman Betsy Butler never posted a formal appointment with California Library Association for Day in the District but would keep Commissioners apprised if an appointment is scheduled.

**7. UNFINISHED BUSINESS**

**7a. COMMISSION GOALS**

Chairperson Stapleton provided background for new Commissioners and noted the attached implementation plan and list of two formal Commission goals for 2011 to 1) host more efficient meetings, and 2) increase outreach efforts.

**MOTION:** Commissioner Wasserman moved for the Commission to adopt two formal goals for 2011: 1) to host more efficient meetings, and 2) to increase outreach efforts. Commissioner Ravine seconded the motion; a voice vote reflected unanimous approval.

Senior Librarian Frame distributed maps of Torrance Homeowner Associations and Commissioner Wengrow suggested contacting PTAs and Advisory Councils for outreach.

It was decided to defer further discussion of implementation of the goals to the March Library Commission meeting.

**7b. CALIFORNIA BUDGET REPORT**

Acting City Librarian Theyer reviewed the attachment that contains an assessment of how the proposed California budget effects the Torrance Public Library and what the cuts mean to the Southern California Library Cooperative (SCLC) and related services. She explained that the Dillons are lobbyists for California Library Association, how the elimination of State funding would jeopardize Federal funds, and that CLA's mission is for SCLC is to get back in the budget.

**8. STANDING COMMISSION COMMITTEE REPORTS**

**8a. TORRANCE PUBLIC LIBRARY FOUNDATION**

No report.

**8b. SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)**

Commissioner Ravine reported that he and Acting City Librarian Theyer attended an emergency SCLC meeting on January 27, 2011 to discuss the proposed State budget. He stated that he found the meeting and SCLC's approach to getting back in the budget to be very informative.

Acting City Librarian Theyer led a discussion regarding some of the impacts that the Cooperative is facing that include resource sharing and inter-library loans.

**8c. EDUCATION AND SCHOOL RELATIONS LIAISON**

Commissioner Sargent reported that she and Acting City Librarian Theyer attended the last Citizen Development and Enrichment Committee meeting and that the main topic of discussion was turf management. She noted that staff attends the meetings and provides a summary to the Commission and questioned if there is any purpose for her to continue to attend.

Acting City Librarian Theyer added that the idea of a joint catalog was tabled and that the Committee's report is on the February 15, 2011 City Council agenda.

**MOTION:** Commissioner Wasserman moved that Commissioner Sargent not be required to attend Citizen Development and Enrichment Committee meetings. Commissioner Sargent seconded the motion; a voice vote reflected unanimous approval.

Commissioner Sargent stated that she is on TUSD's Adult Education Advisory Council and discussed the Western Association of Schools and Colleges accreditation process.

**9. MONTHLY DEPARTMENT REPORT**

**9a.** Acting City Librarian Theyer reported that the contract service for "Boopsie" and a presentation of e-mail overdue notices would be provided at the March 1, 2011 City Council meeting.

**9b.** Acting City Librarian Theyer reported that the digitization of historic newspapers and City directories is complete and that a live web link is being testing.

**9c.** Acting City Librarian Theyer was pleased to announce that the Wayfinder touch screen kiosk is up and running at Katy Geissert and encouraged Commissioners to try it out.

**10. ORAL COMMUNICATIONS**

**10a.** Commissioner Sargent stated that she took visitors from Scotland to see the Queen Mary and to the Library's Meet the Author program about the history of the ship.

**10b.** Commissioner Ross stated that he may have to be absent from the March 14, 2011 Commission meeting.

**10c.** Commissioner Sargent stated that Riviera Garden Club has been busy pruning plants at El Retiro Library and distributed "Miracle of Living—The Latest Advances in Cardiology" on February 16, 2011 at Torrance Memorial Medical Center.

**10d.** Commissioner Ravine discussed the importance of contacting State legislators about proposed budget cuts.

**10e.** Commissioner Wasserman stated that he enjoyed visiting the Los Angeles County Law Library and encouraged Commissioners to attend the March 12, 2011 Fire Fighters Association Spaghetti Dinner to benefit the Alisa Ann Ruch California Burn Foundation.

**10f.** Chairperson Stapleton welcomed new Commissioners and confirmed that Commissioners received information about the next CALTAC Workshop.

**11. ITEMS FOR NEXT LIBRARY COMMISSION MEETING**

Items for the March 2011 Library Commission meeting agenda were listed and include: Friends, Foundation, SCLS, Education and School Relations, Youth Council, Commission goals, budget report, community collections, Legislative Day, Day in the District, and part-time employees recognition breakfast.

**12. ADJOURNMENT**

**MOTION:** At 8:32 p.m., Commissioner Ross moved to adjourn the meeting to Monday, March 14, 2011 at the Henderson Library, 4805 Emerald Street, at 7:00 p.m. Commissioner Sargent seconded the motion and, hearing no objection, Chairperson Stapleton so ordered.

Approved as Amended March 14, 2011 s/ Sue Herbes, City Clerk
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